

**Rhode Island State Planning Council**  
**APPROVED Minutes of Thursday, May 8, 2014 Meeting**  
William E. Powers Building  
Conference Room A  
One Capitol Hill, Providence, RI

**I. ATTENDANCE**

**1. Members Present**

Mr. Richard Licht, Chair	Director, RI Department of Administration
Mr. Kevin Flynn, Secretary	Associate Director, Division of Planning
Ms. Meredith Brady	Representing Mr. Michael Lewis, Director, RIDOT
Dr. Michael Fine	Director, RI Department of Health
Mr. Ruben Flores-Marzan	Providence Department of Planning & Development
Mr. Scott Millar	Representing Ms. Janet Coit, Director, RIDEM
Mr. Thomas Mullaney	RI Department of Administration, Budget Office
Ms. Amy Rainone	Representing Richard Godfrey, Executive Director, Rhode Island Housing
Mr. Jan Reitsma	Representing Steven Hartford, Policy Director, Governor's Office
Mr. Peder Schaefer	Representing Mr. Dan Beardsley, Executive Director, RILOCAT
Mr. Sam Shamoon	Governor's Designee
Mr. Mark Therrien	Representing Mr. Raymond Studley, RIPTA
Mr. Marcel Valois	Executive Director, Rhode Island Commerce Corporation
Ms. Janet White-Raymond	Public Member

**2. Members Absent**

Ms. Jeanne Boyle	President's Designee, RILOCAT
Mr. Stephen Cardi	Cardi Corporation
Ms. Jeanne Cola	Chair, RI Housing Resources Commission
Ms. Sharon Conard-Wells	West Elmwood Housing Development Corporation
Mr. Roy Coulombe	Public Member
Ms. Marion Gold	Executive Director, RI Office of Energy Resources
Mr. L. Vincent Murray	RI LOCAT, Government Official Representative
Ms. Anna Prager	Public Member
Mr. John Trevor	Environmental Advocate
Mr. Scott Wolf	Environmental Advocate

**3. Guests**

Mr. Ames Colt	Rhode Island Bays, River & Watershed Coordination Team
Mr. Michael Hogan	RI House of Representatives, Policy Office
Ms. Karyn Lowe	RI Senate
Ms. Barbara Maley	Federal Highway Administration
Mr. Michael Walker	Rhode Island Commerce Corporation

#### **4. Staff – Division of Planning**

Mr. Jeff Davis	Supervising Planner, Statewide Planning Program
Ms. Siobhan O’Kane	Principal Planner, Statewide Planning Program
Mr. Jared Rhodes	Chief, Statewide Planning
Ms. Dawn Vittorioso	Executive Assistant, Division of Planning

## **II. AGENDA ITEMS**

### **1. Call to Order**

Chairman Licht called the meeting to order on May 8, 2014 at 8:34 a.m. He took a moment to thank everyone for adjusting their schedules and explained that several Council members will be attending a meeting with the Governor.

### **2. Approval of the April 10, 2014 Meeting Minutes – *for vote***

Mr. Licht asked for a motion to approve the meeting minutes of April 10, 2014. Mr. Mullaney moved to approve the minutes of April 10, 2014 as submitted. The motion was seconded by Mr. Shamoan. There was no further discussion and the motion passed unanimously.

### **3. Public Comment on Agenda Items**

There were none.

### **4. FY 2015 Unified Transportation Planning Work Program – *for discussion***

Mr. Rhodes presented the proposed FY 2015 work program as distributed with the Council’s packets. In addition, he distributed and discussed the recently completed financial components of the work program as shown in (attachment 1). Highlights of those items in which the State Planning Council engaged in discussion are as follows:

Mr. Reitsma asked if resiliency is being considered for planning and construction projects. He asked if projects will have the ability to withstand the forces of nature. In response, Mr. Rhodes said that staff is incorporating climate change components into the individual State Guide Plan Elements, which will then feed into the local comprehensive planning process. Mr. Rhodes next noted that Statewide Planning has minimal involvement with construction projects. Mr. Flynn added that Statewide Planning does not serve as a project approval authority.

Dr. Fine noted that the Department of Health (DOH) and the Department of Transportation (DOT) are working together on a plan to incorporate health impact assessments. He asked that health impact assessments be considered before finalizing the Plan.

Mr. Licht made a suggestion and encouraged Mr. Rhodes to survey communities to estimate the number of comprehensive plans that will be updated in the upcoming year. Mr. Rhodes indicated that at a minimum, 38 communities will need to develop and submit their comprehensive plans to Statewide Planning by June, 2016 in order to comply with the state law as amended in 2011.

There being no further questions or comments, Mr. Licht thanked Mr. Rhodes and moved to the next agenda item.

## 5. RhodeMap RI, Draft Economic Goals, Policies and Strategies – for discussion

Mr. Licht introduced Ms. O’Kane and Mr. Davis who presented a general overview of the steps taken since the project launch three years ago. Ms. O’Kane provided an overview of the grant’s major components which include the following:

- Creation of new Economic Development and Housing Plans for the state;
- Creation of a toolkit for municipalities to assist them in identifying areas in their communities for growth centers. *Ms. O’Kane noted that this is being piloted in five communities; namely, Pawtucket/Central Falls, Smithfield, West Warwick, Middletown, and Richmond.*
- Creation of a Regional Plan for Sustainable Development (RPSD) that integrates priorities for housing, economic development, transportation, infrastructure and future growth.
- Development of performance measures and indicators to benchmark progress of the RPSD.
- Delivery of online tools, training, database resources, and other technical assistance for municipalities, state agencies, community groups, and general citizens to implement the RPSD.

Next, Ms. O’Kane explained that over the last ten months, public input was sought through regional forums, focus groups, meetings in a box and one-on-one interviews. She noted that the RhodeMap Consortium, Social Equity Advisory Housing, Economic Development and Growth Centers Committees were now focused on identifying strategies and recommendations for each plan element.

Ms. O’Kane then shared the steps that will be taken over the next six months in closing out the project.

Mr. Davis next provided an overview of the draft Goals, Policies and Strategies for the Economic Development Plan as distributed in the Council’s packets. Instances where the Council engaged in discussion are summarized as follows:

Mr. Schaefer asked how students from the Massachusetts Institute of Technology (MIT) are contributing to the Program. In response, Mr. Flynn explained that the students are focused on three areas including marine trade/ship building, tax policy and entrepreneurial development. He noted that the student’s input will be integrated into the RhodeMap RI process.

Mr. Licht noted that the General Assembly should consider the undertaking economic impact analyses prior to adopting laws. He also noted that additional focus should be placed on customer service. Mr. Licht pointed out that the State could work more efficiently if the General Assembly provided resources to make technological improvements. He then asked that regulatory reform be incorporated as part of the Plan.

Mr. Shamon said that he often hears complaints from local business people about the State’s regulatory fees and what the fees are being used for. He asked that the appropriateness of fees be assessed. Mr. Licht acknowledged the concern and noted that fees that are assessed cannot be for revenue purposes; otherwise, it has to become a tax that will require authorization from the General Assembly.

Dr. Fine noted that health disparities are related to social determinants and said that some health services are more effective than others to address disparities. He indicated that the coordinated Healthcare Planning and Accountability Council is encouraging a more robust approach to healthcare and facilities planning. Mr. Rhodes asked where the gaps in the system exist and what can be done to make the system more robust. In response,

Dr. Fine said a consistently funded body with technical skills to measure impacts and predict outcomes based on best practices. Mr. Licht said a balance is needed to articulate existing regulations that protect the health of the public without creating an obstacle in economic development.

Mr. Reitsma said that the regulatory systems have developed through an incremental process and said “less process gets better results”. He suggested coordinating the efforts from different angles to allow the State to provide resourceful assistance to the cities and towns.

Mr. Flynn said that old opinions die hard. Despite the amazing transformations that occur throughout State Government, people that had bad experiences from years ago will not change their opinions. Mr. Licht agreed and said positive opinions about State Government are beginning to form but the message isn’t fully conveyed to all. He said RI being a small state is a positive strength because as a state we have the ability to get officials together to convene, address issues quickly and make decisions.

Mr. Valois took a moment to acknowledge the coordinated efforts with staff from Statewide Planning and Commerce RI. He pointed out that it is a difficult process but believes that the steps taken thus far have been successful. Mr. Valois said that The RI Foundation provided assistance to gather ideas, insights and suggestions from special interest groups and businesses to produce an efficient comprehensive plan. In closing, he said that he looks forward to continuing the collaboration with Statewide Planning staff to produce a Plan that will benefit all.

There being no further questions or comments, Mr. Licht thanked Ms. O’Kane and Mr. Davis for their presentation and moved to the next agenda item.

**6. Associate Director’s Report – for discussion**

Given the time, this item was deferred.

**7. Other Business – for discussion**

There were none.

**8. Adjourn**

Mr. Licht asked for a motion to adjourn. Council member Fine motioned to adjourn. The motion was seconded by Council member Mullaney and approved unanimously. The meeting adjourned at 9:32 a.m.

Respectfully Submitted,



Kevin Flynn  
Secretary

TABLE 5.1 FY 2015 TASK AND PROJECT FUNDING SOURCES BY PERCENTAGE

TASK	PERSONNEL AND OPERATING	Total	FUNDING SOURCES										
			SPP	FHWA	FTA	HUD	RIDOT	RIPTA	BRWCT	OHCD	URI	EFSB	OTHER
1	PROGRAM MANAGEMENT	100%	23%	60%	17%								
1.1	CDBG PROGRAM SUPPORT	100%								100%			
2	PROFESSIONAL DEVELOPMENT	100%	23%	60%	17%								
3	TRANSPORTATION SAFETY	100%	20%	65%	15%								
3.1	TRANSPORTATION SAFETY - SRTS	100%		100%									
4	CORRIDOR PLANNING	100%	20%	65%	15%								
5	TRANSPORTATION OPERATIONS AND MANAGEMENT	100%	20%	65%	15%								
6	TRANSIT PLANNING	100%	20%	65%	15%								
7	TRANSPORTATION IMPROVEMENT PROGRAM	100%	20%	65%	15%								
8	FREIGHT PLANNING	100%	20%	65%	15%								
9	REGIONAL TRANSPORTATION PLANNING COORDINATION	100%	20%	65%	15%								
10	ENVIRONMENTAL SUSTAINABILITY	100%	60%	30%	10%								
10.3	WETLAND AND WASTEWATER SETBACKS	100%		100%									
11	LONG RANGE PLANNING	100%	60%	30%	10%								
12	CONSISTENCY REVIEW	100%	45%	40%	15%								
12.1	CONSISTENCY REVIEW - EFSB	100%										100%	
13	TECHNICAL ASSISTANCE	100%	23%	60%	17%								
14	DATA MANAGEMENT AND COORDINATION	100%	20%	65%	15%								
15	DATA DEVELOPMENT AND ANALYSIS	100%	20%	65%	15%								
16	DATA DELIVERY	100%	20%	65%	15%								
17	EQUITY IN PLANNING	100%	23%	60%	17%								
18	PUBLIC OUTREACH	100%	40%	50%	10%								
19	MAP 21 IMPLEMENTATION, PERFORMANCE MANAGEMENT	100%	20%	65%	15%								
20	SUSTAINABLE COMMUNITIES GRANT	100%				100%							
ICAP	ICAP ( Paid Leave - See Appendix D)	100%	32%	52%	16%								
TASK	CONTRACTUAL AND PASS THRU GRANTS	Total	SPP	FHWA	FTA	HUD	RIDOT	RIPTA	BRWCT	OHCD	URI	EFSB	OTHER
4.1	EAST BAY CORRIDOR STUDY/RI STARS (new)	100%		70%	10%		20%						
6.1	TRANSIT PLANNING ASSISTANCE ( new)	100%			80%		20%						
6.2	TRANSIT SIGNAL PRIORITY POLICY DEVELOPMENT (new)	100%		5%	75%			20%					
6.3	TRANSIT FARE PAYMENT PLANNING (continuing)	100%		5%	75%			20%					
6.4	TRANSIT / HIGHWAY DESIGN GUIDEBOOK (new)	100%		20%	60%		10%	10%					
6.5	ADVANCED TRANSIT TECHNOLOGIES PROJECT SUPPORT (continuing)	100%			80%			20%					
7.2	GIS WEB BASED TIP APPLICATION (new)	100%		60%	20%		10%	10%					
8.1	FREIGHT AND GOODS MOVEMENT PLAN (new)	100%		80%			9%		11%				
13	2009 PLANNING CHALLENGE GRANT (continuing)	100%		80%									20%
13	2012 PLANNING CHALLENGE GRANT (continuing)	100%		80%									20%
13.1	RI LAND USE TRAINING COLLABORATIVE Support (new)	100%		68%	12%								20%
15.5	VHB TRAVEL DEMAND AND AIR QUALITY MODELING (continuing)	100%		60%	20%		20%						
16.1	SUSTAINING & ENHANCING ACCESS TO RIGIS GEOSPATIAL DATA (new)	100%		60%	20%						20%		
19	PERFORMANCE MANAGEMENT TRAINING (continuing)	100%	20%	65%	15%								
	HUD SUSTAINABLE COMMUNITIES CONTRACT (continuing)	100%				100%							

Notes: 1) SPP - Statewide Planning Program, 3) FHWA - Federal Highway Administrations, 4) FTA - Federal Transit Administration, 5) HUD - Dept. of Housing and Urban Development, 6) RIDOT - RI Department of Transportation, 7) RIPTA - RI Public Transit Authority, 8) RIBRWCT - RI Bays, Rivers and Watersheds Coordination Team  
9) OHCD - RI Office of Housing and Community Development, 10) URI EDC - University of Rhode Island Environmental Data Center, 11) EFSB - RI Energy Facility Siting Board  
12) OTHER - Other participant match.

Table 5.2 FY 2015 STAFF HOURLY TIME DISTRIBUTION BUDGET BY TASK

Staff Member	1	1.1	2	3	3.1	4	5	6	7	8	9	10	10.3	11	12	12.1	13	14	15	16	17	18	19	20	ICAP
Army, M.																								1820	
Bergantino, B.	21		28			50									1375	35	10						21		280
Callaghan, C.	90		28		28	300		70	342	175	80	35					21		150		21		200		280
Capotosto, P.	1039	480	21																						280
Davis, J.	21		28									155	14	890	200		225						7		280
Defazio, T.	273																								
Delage Bazza, C.	56		28									70					35	431	785	100			35		280
Flood, V.	90		28									260					35	360	426	241			100		280
Flynn, K.	350	80	28			35		21	21	21		83	100	563	105	35	35		21		21		21		280
Gelfuso, K.	21		21																			1421	77		280
Gonsalves, P.	21	14	28									195	70	830	175		200						7		280
Greeley, C.	21		28											150	875		459						7		280
Hess, N.	90	4	28									141	100	624	125	21	225		147				35		280
Jacobs, B.	21		28						450			250							756				35		280
Martin, A.	21		28									400		56			55	120	405	130	205		120		280
Moan, M.	21		28	35		505	35	70	75						105	14					645		7		280
Nelson, K.	90		28			25						50		100	871	35	306						35		280
O'Kane, S.																								1820	
Rhodes, J.	350	35	28			49			35	35	21	70	21	461	205	35	118		28		28		21		280
Scott, K.	350		28	35		400	35	70	97		200						70		35		20		200		280
Siefert, C.	21		28									25		20	700		730						16		280
Sirota, R.	56		28	115	706	115	115	115	115	105							70								280
Vittorioso, D.	1211	308	21																						280
White, S.	56		70									35					70	579	560	170					280
Witt, C.	35		28	30	45	320	100	55	85	462	80								160				140		280
<b>Total</b>	<b>4,325</b>	<b>921</b>	<b>637</b>	<b>215</b>	<b>779</b>	<b>1,799</b>	<b>285</b>	<b>401</b>	<b>1,220</b>	<b>798</b>	<b>381</b>	<b>1,769</b>	<b>305</b>	<b>3,694</b>	<b>4,736</b>	<b>175</b>	<b>2,664</b>	<b>1,490</b>	<b>3,473</b>	<b>641</b>	<b>940</b>	<b>1,421</b>	<b>1,084</b>	<b>3,640</b>	<b>6,160</b>

Program Management	Program Management - CDB	Professional Development	Transportation Safety	Transportation Safety - SRTS	Corridor Planning	Transportation Ops/Man	Transit Planning	TIP	Freight Planning	Transportation Planning Coord	Environmental Sustainability	Wetland and OWTS Legislativ	Long Range Planning	Consistency Review	Consistency Review - EFSB	Technical Assistance	Data Management and Coordi	Data Development and Analys	Data Delivery	Equity in Planning	Public Outreach	Performance Management	Sustainable Communities Gra	Paid Leave
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TABLE 5.3 FY 2015 PROJECTED COSTS BY TASKS AND FUNDING SOURCES

TASK	PERSONEL AND OPERATING	TOTAL	SPP	FHWA	FTA	HUD	RIDOT	RIPTA	BRWCT	OHCD	URI	EFSB	OTHER
1	PROGRAM MANAGEMENT	\$272,069	62,576	\$163,241	\$46,252								
1.1	CDBG PROGRAM SUPPORT	\$53,782								\$53,782			
2	PROFESSIONAL DEVELOPMENT	\$39,405	9,063	\$23,643	\$6,699								
3	TRANSPORTATION SAFETY	\$14,176	2,835	\$9,215	\$2,126								
3.1	TRANSPORTATION SAFETY - SRTS	\$49,424		\$49,424									
4	CORRIDOR PLANNING	\$122,134	24,427	\$79,387	\$18,320								
5	TRANSPORTATION OPERATIONS AND MANAGEMENT	\$17,845	3,569	\$11,599	\$2,677								
6	TRANSIT PLANNING	\$27,285	5,457	\$17,735	\$4,093								
7	TRANSPORTATION IMPROVEMENT PROGRAM	\$75,671	15,134	\$49,186	\$11,351								
8	FREIGHT PLANNING	\$46,833	9,367	\$30,441	\$7,025								
9	REGIONAL TRANSPORTATION PLANNING COORDINATION	\$26,432	5,286	\$17,181	\$3,965								
10	ENVIRONMENTAL SUSTAINABILITY	\$107,951	64,771	\$32,385	\$10,795								
10.3	WETLAND AND WASTEWATER SETBACKS	\$22,337	22,337										
11	LONG RANGE PLANNING	\$242,228	145,337	\$72,668	\$24,223								
12	CONSISTENCY REVIEW	\$285,493	128,472	\$114,197	\$42,824								
12.1	CONSISTENCY REVIEW - EFSB	\$12,567										\$12,567	
13	TECHNICAL ASSISTANCE	\$164,473	37,829	\$98,684	\$27,960								
14	DATA MANAGEMENT AND COORDINATION	\$91,185	18,237	\$59,270	\$13,678								
15	DATA DEVELOPMENT AND ANALYSIS	\$206,992	41,398	\$134,545	\$31,049								
16	DATA DELIVERY	\$39,603	7,921	\$25,742	\$5,940								
17	EQUITY IN PLANNING	\$64,201	14,766	\$38,521	\$10,914								
18	PUBLIC OUTREACH	\$68,317	27,327	\$34,158	\$6,832								
19	MAP 21 IMPLEMENTATION, PERFORMANCE MANAGEMENT	\$66,569	13,314	\$43,270	\$9,985								
20	SUSTAINABLE COMMUNITIES GRANT	\$243,847				\$195,078							\$48,769
ICAP	ICAP ( Paid Leave - See Appendix D)	\$380,928	138,315	\$194,273	\$48,340								
	Sub Total	\$2,741,747	\$797,738	\$1,298,765	\$335,048	\$195,078	\$0	\$0	\$0	\$53,782	\$0	\$12,567	\$48,769
TASK	CONTRACTUAL AND PASS THRU GRANTS	TOTAL	SPP	FHWA	FTA	HUD	RIDOT	RIPTA	RI BRWCT	OHCD	URI	EFSB	OTHER
4.1	EAST BAY CORRIDOR STUDY/RI STARS (new)	\$500,000		\$350,000	\$50,000		\$100,000						
6.1	TRANSIT PLANNING ASSISTANCE ( new)	\$250,000			\$200,000		\$50,000						
6.2	TRANSIT SIGNAL PRIORITY POLICY DEVELOPMENT (new)	\$150,000		\$7,500	\$112,500			\$30,000					
6.3	TRANSIT FARE PAYMENT PLANNING (continuing)	\$150,000		\$7,500	\$112,500			\$30,000					
6.4	TRANSIT / HIGHWAY DESIGN GUIDEBOOK (new)	\$100,000		\$20,000	\$60,000		\$10,000	\$10,000					
6.5	ADVANCED TRANSIT TECHNOLOGIES PROJECT SUPPORT (continuing)	\$52,633			\$40,487			\$12,146					
7.2	GIS WEB BASED TIP APPLICATION (new)	\$500,000		\$300,000	\$100,000		\$100,000						
8.1	FREIGHT AND GOODS MOVEMENT PLAN (new)	\$600,000		\$480,000			\$55,000		\$65,000				
13	2009 PLANNING CHALLENGE GRANT (continuing)	\$140,500		\$112,380									\$28,120
13	2012 PLANNING CHALLENGE GRANT (continuing)	\$620,400		\$496,300									\$124,100
13.1	RI LAND USE TRAINING COLLABORATIVE Support (new)	\$75,000		\$51,000	\$9,000								\$15,000
15.5	VHB TRAVEL DEMAND AND AIR QUALITY MODELING (continuing)	\$286,791		\$172,074	\$57,358		\$57,358						
16.1	SUSTAINING & ENHANCING ACCESS TO RIGIS GEOSPATIAL DATA (new)	\$62,500		\$37,500	\$12,500						\$12,500		
19	MAP 21 IMPLEMENTATION PERFORMANCE MANAGEMENT (continuing)	\$42,000	\$8,400	\$27,300	\$6,300								
20	HUD SUSTAINABLE COMMUNITIES CONTRACT (continuing)	\$525,000				\$420,000							\$105,000
	Sub Total	\$4,054,824	\$8,400	\$2,061,554	\$760,645	\$420,000	\$372,358	\$82,146	\$65,000	\$0	\$12,500	\$0	\$272,220
	<b>TOTAL</b>	<b>\$ 6,796,571</b>	<b>\$806,138</b>	<b>\$3,360,319</b>	<b>\$1,095,693</b>	<b>\$615,078</b>	<b>\$372,358</b>	<b>\$82,146</b>	<b>\$65,000</b>	<b>\$53,782</b>	<b>\$12,500</b>	<b>\$12,567</b>	<b>\$320,989</b>

Notes: 1) Tasks listed as "continuing" report the balance remaining on existing contracts as of 4/9/14, 2) SPP - Statewide Planning Program, 3) FHWA - Federal Highway Administrations, 4) FTA - Federal Transit Administration, 5) HUD - Department of Housing and Urban Development, 6) RIDOT - RI Department of Transportation, 7) RIPTA - RI Public Transit Authority, 8) RIBRWCT - RI Bays, Rivers and Watersheds Coordination Team 9) OHCD - RI Office of Housing and Community Development, 10) URI EDC - University of Rhode Island Environmental Data Center, 11) EFSB - RI Energy Facility Siting Board and 12) OTHER - Other participant match contributions.